

## FF Special Retirement Coverage

Standard Position Description (SPD)# F 152

Certification of CSRS Secondary-Administrative (FF) coverage approval for the above SPD can be found in the signed OPM general coverage certification letter dated 07/29/91.

Certification of FERS Secondary-Administrative (FF) coverage approval for the above SPD can be found in the signed DOI general coverage certification sheet dated 10/02/91.

# POSITION DESCRIPTION (Please Read Instructions on the Back)

(R) F155

1. Agency Position No.

F152

6. OPM Certification No.

2. Reason for Submission

☐ Redescription ☒ New  
☐ Reestablishment ☐ Other

3. Service

☐ Hdqtrs. ☒ Field

4. Employing Office Location

5. Duty Station

7. Fair Labor Standards Act

☐ Exempt ☒ Nonexempt

8. Financial Statements Required

☐ Executive Personnel Financial Disclosure ☐ Employment and Financial Interests

9. Subject to IA Action

☒ Yes ☐ No

Explanation (Show any positions replaced)

10. Position Status

☒ Competitive  
☐ Excepted (Specify in Remarks)  
☐ SES (Gen.) ☐ SES (CR)

11. Position is:

☐ Supervisory  
☐ Managerial  
☒ Neither

12. Sensitivity

☒ 1-Non-Sensitive ☐ 3-Critical Sensitive  
☐ 2-Noncritical Sensitive ☐ 4-Special Sensitive

13. Competitive Level Code

14. Agency Use

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management						
b. Department, Agency or Establishment						
c. Second Level Review	Forestry Technician	GS	462	07	SP	11/21/90
d. First Level Review						
e. Recommended by Supervisor or Initiating Office	Forestry Technician	GS	462	07	mlh	6/29/90

16. Organizational Title of Position (if different from official title)

Fuels Technician

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment

DEPARTMENT OF THE INTERIOR

c. Third Subdivision

a. First Subdivision

Bureau of Land Management

d. Fourth Subdivision

b. Second Subdivision

e. Fifth Subdivision

19. Employee Review—This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

**Supervisory Certification.** I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the

knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

a. Typed Name and Title of Immediate Supervisor

b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)

L. BARKOW Ch Fire & Aviation

Signature

Date

Signature

Date

(signed) L. BARKOW

JAN 18 1991

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position

GS-455/462

Typed Name and Title of Official Taking Action

JULIET D. POWELL

Personnel Management Specialist

Signature

Date

Juliet D. Powell 11/21/90

**Information for Employees.** The standards, and information on their application are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks

SUBJECT TO DRUG TESTING

Special Retirement Coverage:	
Firefighter	CSRS: date approved 7/29/91
Law Enforcement	FERS: date approved 10/2/91
primary/managerial	secondary/administrative
	secondary/supervisory

25. Description of Major Duties and Responsibilities (See Attached)

Forestry Technician, GS-462-7  
Fuels Technician  
Position No. F152

### INTRODUCTION

This position is located in a BLM Fire Suppression Organization or is assigned to a Forestry Unit responsible for prescribed burning (especially slash disposal) activities. The employee will perform a variety of duties relating to preparation of slash burning plans, to administering slash burning contracts, and to participating in slash burning/firefighting projects.

Note: The supervision included in this position is carried out on an intermittent basis with crewmembers being assigned for a specific period only.

### DUTIES

1. From identified objectives, plans and coordinates slash burning projects. Writes site specific environmental reports. Ensures required clearances and burning indexes meet burning guidelines. (Est. 25-30%)
2. Prepares plans and administers contracts for slash piling. Serves as contract inspector as assigned. (Est. 20-25%)
3. Prepares plans and administers contracts for other non-fire slash burning projects. (Est. 10-15%)
4. Participates as a work supervisor or crewmember in the perimeter burning, firing, and mop up of slash burns. May be assigned as burn boss on less complex burns. Receives slash burning training. Maintains slash burning tools and equipment. (Est. 30%)
5. Serves as an overhead wildfire team member primarily in positions requiring prior firefighting experience as assigned. Receives firefighting training. (Est. 10%)
6. Performs other duties as assigned. (Est. 5-10%)

### FACTORS

#### Factor 1, Knowledge Required by the Position

Knowledge of contracting methods and procedures and the ability to interpret contract provisions to on-the-ground situations.

Knowledge of slash burning methods and procedures and the ability to write burning plans and site specific environmental reports.

Knowledge of firefighting/slash burning methods, practices and procedures to develop plans and supervise implementation efforts.

Knowledge of other non-fire methods and procedures to be used in disposing of slash and the ability to plan and carry out non-fire slash disposal projects.

Ability to supervise others for short periods of time.

Ability to communicate orally and in writing.

Ability to operate a motor vehicle and other tools and equipment involved in slash projects.

#### Factor 2, Supervisory Controls

The supervisor gives assignments based upon project to be done and the general background relating to what the objectives are, time frames, and resources available. The employee plans, coordinates, and carries out routine projects independently keeping the supervisor aware of the progress made and problems encountered. Supervisor is available for assistance in unusual situations. Work is reviewed upon completion for attainment of objectives and cost effectiveness.

#### Factor 3, Guidelines

Guidelines include Bureau manuals, instruction memoranda, and procedures relating to slash disposal and contracting administration. The employee analyzes on-the-ground situations and develops plans to meet those situations. Employee is required to adapt a variety of existing plans into a specific project to meet the specific circumstances encountered. Some deviation from existing guidelines may be required. Analyzes problems and recommends changes in State/District procedures and guidelines to meet changing situations, changes in emphasis, and new equipment.

#### Factor 4, Complexity

The position requires the planning, coordinating, and carrying out a variety of slash disposal projects either through District personnel or contract. Widely varying situations may be encountered requiring the employee to analyze the specific situations and revise existing documents to meet those situations. Slash disposal methods and techniques vary between burning, chipping, chemical spraying, and disbursing debris.

#### Factor 5, Scope and Effect

The purpose of the position is to plan, coordinate, and implement slash disposal projects. The effectiveness of the work performed impacts the forestry program of the District/Resource Area.

#### Factor 6, Personal Contacts

Personal contacts occur with a variety of contract personnel and other resource specialists in the District and other agencies.

#### Factor 7, Purpose of Contacts

The purpose of the contacts is to receive assignments, plan and coordinate the work, advise on work status, and provide guidance to work crews. Becomes involved with the interpretation of contract specifications with contractors.

#### Factor 8, Physical Demands

The employee spends an estimated 60-75% of the time working at field locations in all types of weather conditions. During burning projects long hours are involved. Field work requires the ability to walk long distances over steep

terrain. Burning/ firefighting projects include arduous work using firefighting hand tools and equipment.

The employee must meet the physical and/or step test requirements established for slash burning/wildland firefighting assignments.

Factor 9, Work Environment

The employee performs work in an isolated field location in all types of environmental and physical situations. Exposed to fire, heavy equipment and power tools, and chemical sprays. Special safety precautions are required in working around heavy equipment, fire, and chemicals.